



**Tony Evers, Governor**  
**Dawn B. Crim, Secretary**

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October 24, 2019

Alison Pecha, Town Clerk  
Town of Herman, Dodge County  
W1892 Rock Rd.  
Iron Ridge, WI 53035

Re: Town of Herman Jurisdiction Request for Uniform Dwelling Code Permitting and Inspecting

Dear Alison Pecha,

I am pleased to inform you that your municipality has met all the requirements under the provisions of Wis. Admin. Code §§ SPS 320.06(1) to exercise jurisdiction over the permitting and inspecting of one- and two-family dwellings pursuant to Wis. Stat. § 101.63(1).

As a condition of the delegation, you are required to comply with the following:

- Provide the Department with a copy of any revisions to your municipality's ordinance
- Employ or contract with certified uniform dwelling code (UDC) inspectors
- Adopt by ordinance in a timely manner, the Camping Unit Code per SPS 327.06(1)
- Removal of the following subsections of chapter 170 – 4 related to “Mobile Home Placement”
  - Subchapters B.(1) and B.(6) which place restrictions on items falling within the scope of the UDC greater than the those established in the UDC (SPS 321.40(2))

If your municipality chooses to relinquish jurisdiction, then please follow the provisions of Wis. Admin. Code § SPS 320.06(1)(c)3 by providing the Department with a 30-day notice prior to the day upon which your municipality intends to relinquish jurisdiction.

Our UDC consultant for your area, Robert “Lenny” Kanter at (608) 261-6541, is available to assist in any questions or concerns your municipality may have with implementing permitting and inspecting services for dwellings or camping units.

The Division of Industry Services looks forward to working with you.

Sincerely,

Michael D. McNally Jr.  
Section Chief, UDC and Camping Units Program

cc: Garry Krause, Bureau Director, Technical Services Bureau  
Robert “Lenny” Kanter, UDC Consultant, Technical Services Bureau